

CHARTER TOWNSHIP OF FLUSHING

6524 N. SEYMOUR ROAD

BOARD OF TRUSTEES AGENDA

DATE: OCTOBER 9, 2014

TIME: 7:00 P.M.

PHONE: 810-659-0800

FAX 810-659-4212

WEB PAGE: <http://flushingtowship.com>

ADMINISTRATION MEMBERS

SUPERVISOR: Rian R. Birchmeier

CLERK: Julia A. Morford

TREASURER: Maryion T. Lee

TRUSTEES

Shirley D. Gage

Bonnie Jean Martinson

Scott R. Matzke

Scott P. Minaudo

TOWNSHIP ATTORNEYS:

STEVEN W. MOULTON PLLC

6258 W. Pierson Road

Flushing MI 48433

810-407-7658

I. DATE AGENDA POSTED: MONDAY, OCTOBER 6, 2014

II. CALL THE MEETING TO ORDER:

ROLL CALL

PLEDGE OF ALLEGIANCE

ADOPT THE AGENDA FOR OCTOBER 9, 2014

APPROVAL OF PROPOSED MINUTES FROM SEPTEMBER 11, 2014

APPROVAL OF PAYMENT OF BILLS

III. PUBLIC COMMENTS:

IV. UNFINISHED BUSINESS:

1. The following items may be the subject and possible action of the Board:

A. Policies and Procedures Manual – Please bring new binders with copy of Manual that was approved on August 14, 2014 PLUS additional pages given to Board Members at the Meeting held on September 11, 2014. Please be prepared to accept the pages below with little or no discussion – Trustee Matzke/Trustee Martinson

1. Front Cover and Back Cover

2. New pages and reasons:

a. Page 8 and 9.....Revision of *Flushing Township Nature Park Governance Policy*

b. Page 9.....Revision of *Introduction of a New Policy or Revision of an Old Policy*

c. Page 11.....I-C Added “to be stapled to the proposed Minutes and approved at the same time” to “Approve the Amended Agenda for Last Month’s Meeting ”

- d. **Page 20**.....Freedom of Information Act Requests for Personnel Files ...*See Appendix G.*
- e. **Page 24**.....See page 33 of the MTA publication in *Appendix H* and For more information, see *Appendix H.*
- f. **Page 39**.....Under Request Forms.....*See Appendix B.*
- g. **Page 45**.....Format
- h. **Page 47**.....Please refer to Freedom of Information Act found in *Appendix G.*
- i. **Page 53**.....Treasurer’s Duties added K-R that were removed at August 14, 2014 meeting per request of Treasurer. (Page included here has reference to where responsibility was found.)
- j. **PART II**.....Deleted
- k. **PART III**.....Now becomes Part II. Deleted many of the appendixes that were no longer necessary in our manual.
- l. **Page 73**.....Policy History updated

V. NEW BUSINESS:

1. The following items may be the subject and possible action of the Board:
 - A. Motion to approve the *Fiscal Quarterly Budget* as presented – Treasurer Lee
 - B. Motion to approve the *Budget Policy* as submitted and to adopt the *Time Table* and activities as presented for Fiscal Year 2014/15 – Treasurer Lee
 - C. Motion to approve the *Authorization for Change in Standard Lighting Contract*, with Consumers Energy, for the replacement and conversion of street lights for 1) Elms Road/Flushing Road 2) 10515 W. Mt. Morris Road, and 3) 5307 Applewood Dr. – Clerk Morford
 - D. Motion to approve the Resolution for the *Adoption of the Genesee County Hazard Mitigation Plan Update*. – Clerk Morford
 - E. Motion to approve Flushing Township Board and Flushing Township Park and Recreation Advisory Committee to participate in the updating of the *Flushing Area Recreation Five Year Master Plan* which is due to expire early in 2015 – Treasurer Lee
 - F. Motion to approve *Park Regulations* to be displayed in Park Kiosk – Treasurer Lee
 - G. Update on the *Fire Ordinance* – Police Chief Brian Fairchild
 - H. Responsibility of *Policies and Procedures Manual* Remaining Current to Trustee Matzke and Trustee Gage (DNA) – Trustee Martinson
 - I. Revision of Amount of Money Taken from *Water Fund* to Reimburse General Fund for Supervisor Only (DA) – Trustee Martinson
 - J. *Website Report* and Recommendations
 1. Municipal Website Services
 - a. Book Marking
 - b. Video Storage
 2. Videographer
 3. Board Meeting
 - a. Consent Agenda
 - b. Agenda “New Business” Items Shall State Action Sought
 - c. Board Members be Prepared

- d. Public Comment Time Limited to Three (3) Minutes Each
- e. Adhere to “Rules of Debate”

VI. REPORTS:

- 1. Flushing Township Police Department– Chief Fairchild
- 2. Flushing Fire Department – Supervisor Birchmeier
- 3. Flushing Township Park and Recreation Committee – Treasurer Lee
- 4. Flushing Area Senior Center – Clerk Morford
- 5. Financial Report – Treasurer Lee

VII. COMMITTEE REPORTS:

- 1. Roads, Bridges, and Ditches – Supervisor Birchmeier
- 2. Sewer and Water – Supervisor Birchmeier
- 3. Township Emergency Manager – Supervisor Birchmeier

VIII. PUBLIC COMMENTS:

IX. BOARD COMMENTS:

X. NEXT REGULAR MEETING: THURSDAY, NOVEMBER 13, 2014 AT 7:00 P.M.

XI. ADJOURNMENT

JULIA A. MORFORD, Clerk

ATTENTION: All requests for placing items on the agenda must be delivered to the Office of the Township Clerk no later than 9:00 a.m. on the Thursday (one week prior) to the Charter Township of Flushing Board of Trustees Meeting. You may view the minutes on the internet at www.flushingtownship.com

Regular meeting agenda 10 09 2014